

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Benefits & Services Division  
ATTN: Mr. [redacted]

DATE: 12 October 1962

FROM : Chief, Administrative Staff, [redacted]

STATINTL

SUBJECT: Disposition of Remains [redacted]

STATINTL

You will recall our conversation asking me to have the [redacted] survey their mortuary facilities in light of Book Dispatch 1260 and your 10 July memorandum. The attached is the Bureau Chief's reply. If you feel there is anything further that we should do please advise.

STATINTL

FOR THE CHIEF, [redacted]



Attachment

100-12858-15  
OCT 18 1962

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1 October 1962

STATINTL

[Redacted]  
Washington 13, D.C.

Dear Peg:

Subject: Disposition of Remains

Reference is made to your letter to Chief, [Redacted] STATINTL dated 18 July 1962--Subject: Mortuary Assistance.

Attached is the Consulate's report on Disposition of Remains. As you can see because of the [Redacted] requiring a body STATINTL buried within 24 hours of death, the suggestions made in the attachment to your letter are not practical.

For the time being we could manage. The expatriate pathologist (see para. B attached) is still in [Redacted] and probably could STATINTL counted on to perform the embalming. Also USAID has several STATINTL hermetically sealable caskets on stock at [Redacted] and the Embassy has several on order for the [Redacted] Consulate. One of these, I am assured, would be available [Redacted] in case of need. So I believe the best course for us to follow in the event of a death would be STATINTL to rely entirely on consular support.

STATINTL

On the occasion mentioned in the report the casket, after sealing, was taken by truck to [Redacted] where it was put on the first available airliner for shipment to the States.

STATINTL

Sincerely,

STATINTL

[Redacted]

Attachment

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~~SECRET~~

File -  
Emergency  
Procedure

10 JUL 1962

**MEMORANDUM FOR :** Chief, Administrative Staff, [REDACTED] STATINTL

**SUBJECT :** Handling of Death Cases at [REDACTED] STATINTL

Station

STATINTL

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1. The purpose of this memorandum is to review with you procedures to be followed by [REDACTED] in the event of death of [REDACTED] employees or their dependents at that station. STATINTL

2. In your recent meeting with our Chief, Benefits and Counseling Branch, you noted that the procedure which we had developed for field stations, Book Dispatch No. 1260, had not been made available to [REDACTED]. A copy of that book dispatch and a recent amendment to it are attached.

3. As you will note in the attachments, we have developed a means by which stations not having mortuary facilities immediately available to them may call upon military facilities which are available in the geographic area. This procedure has been successfully used in several stations and should be brought to the immediate attention of [REDACTED]. In the event of a death occurring at that station, [REDACTED] should immediately telephone the nearest military mortuary service and request assistance. We are confident that the requested assistance will be granted.

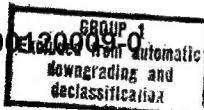
STATINTL

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4. It should be noted, however, that the procedure involves the capability of the station to provide some temporary embalming or cold storage arrangement until such time as the military mortuary assistance can be obtained. For this reason, it is important that we determine whether or not the [REDACTED] is able to provide some emergency stand-by service that can be used pending the arrival of the military mortician.

STATINTL

5. It is suggested, therefore, that the station be surveyed for the purpose of determining whether temporary embalming or refrigeration services are available for death cases. At the same time, we should find out whether or not there are any problems of air transportation to and from the nearest military mortuary service.

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6. Our interest stems from a desire to render as much service as possible to our field installations in these emergency cases and to do as much planning in advance as is possible. Consequently, the field should bring to our attention any difficulties which it envisions so that we may provide the staff guidance that may be needed.

[Redacted] STATINTL

Chief, Benefits and Services Division

**Enclosures**

**Distribution:**

0 & 1 - Addressee  
1 - D/Pers  
1 - C/BSD  
1 - C/BCB  
 - Emergencies 1

STATINTL

OP/BSD/ [Redacted] blh (9 July 1962)

**SECRET**

GROUP 1  
Excluded from automatic  
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